



LEROY D. BACA, SHERIFF

**County of Los Angeles**  
**Sheriff's Department Headquarters**  
**4700 Ramona Boulevard**  
**Monterey Park, California 91754-2169**



August 17, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

Dear Supervisors:

**APPROVE SUBMISSION OF GRANT APPLICATION TO THE UNITED  
STATES DEPARTMENT OF JUSTICE, OFFICE OF COMMUNITY  
ORIENTED POLICING SERVICES  
(ALL DISTRICTS) (3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Authorize the Sheriff to submit a grant application to the United States Department of Justice, Office of Community Oriented Policing Services (COPS), requesting \$600,000 in federal funding, with no local match required, to maintain the Regional Community Policing Institute-Los Angeles' infrastructure and to implement an educational initiative for local law enforcement and the community to address counter terrorism.
2. Instruct the Chair of the Board of Supervisors to provide wet signatures on the following grant application documents: two (2) Certifications forms (Attachment 1), two (2) Assurances forms (Attachment 2), and two (2) Community Policing Development Application Packet forms (Attachment 3).

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Los Angeles County Sheriff's Department's Regional Community Policing Institute-Los Angeles (RCPI-LA) is a recognized leader in conducting successful community policing training. RCPI-LA has demonstrated a capacity to deliver innovative community policing training and technical assistance to law

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enforcement agencies and their communities. Due to the recognition, the Federal COPS Office has provided the Sheriff's Department the opportunity to submit a grant application to receive \$600,000 in funding. The opportunity to obtain this funding will allow the Sheriff's Department's RCPI-LA to continue its programmatic activities, deliver conferences for local law enforcement and the community on counter terrorism prevention, and coordinate a new statewide plan for service, as RCPI-LA will become the only RCPI in the State of California.

#### Implementation of Strategic Plan Goals

This COPS grant program supports the County of Los Angeles' Strategic Plan. Specifically, with the support of this potential funding source, the Department will be able to continue to realize the achievement of Goal #2: Workforce Excellence. It will enhance the Sheriff's Department's Regional Community Policing Institute's service excellence through specialized training that is beneficial to our jurisdiction and outlying agencies throughout the State of California.

#### **FISCAL IMPACT/FINANCING**

The COPS Grant Program will provide funding in the sum of \$600,000 with no local match required. The proposed project will fund 100 percent of five (5) full-time staff positions to coordinate, administer, and monitor the grant program. Funding will also be utilized to pay for travel expenses, training consultants, supply costs, and office products necessary to implement the project.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This grant program will be effective for an eighteen (18) month period, with the ability to extend. The application documents have been reviewed and approved as to form by County Counsel.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

This funding will have a positive impact on current services especially within the Department's Regional Community Policing Institute. The potential funding will allow RCPI-LA to remain intact and continue its successful efforts of creating a forum for information exchange on a statewide level.

The Honorable Board of Supervisors  
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**CONCLUSION**

Upon approval by your Board, the Department requests that your Board please provide four (4) individually adopted copies of this action and two (2) originally executed copies of the attached Certifications forms, Assurances forms, and Community Policing Development Application Packet forms to the Sheriff's Department. The Department's contacts for this requested Board action are Karen J. Anderson, Grants Manager, at (323) 526-5408 or Michelle Day, Grants Coordinator, at (323) 526-5212.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Leroy Baca". The signature is fluid and cursive, with the first name "Leroy" written in a larger, more prominent script than the last name "Baca".

LEROY D. BACA  
SHERIFF

## **ATTACHMENT 1**



# Certifications

## ***Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements Coordination with Affected Agencies.***

Although the Department of Justice has made every effort to simplify the application process, other provisions of federal law require us to seek your agency's certification regarding certain matters. Applicants should read the regulations cited below and the instructions for certification included in the regulations to understand the requirements and whether they apply to a particular applicant. Signing this form complies with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 28 CFR Part 67, "Government-Wide Debarment and Suspension (Nonprocurement)," 28 CFR Part 83 Government-Wide Requirements for Drug-Free Workplace (Grants)," and the coordination requirements of the Public Safety Partnership and Community Policing Act of 1994. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered grant.

### 1. Lobbying

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

A. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant; the entering into of any cooperative agreement; and the extension, continuation, renewal, amendment or modification of any federal grant or cooperative agreement;

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

C. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

### 2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.440 -

A. The applicant certifies that it and its principals:

(i) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;

(ii) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) or private agreement or transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects your present responsibility.

(iii) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (A)(ii) of this certification; and

(iv) Have not within a three-year period preceding this application had one or more public transactions (federal, state or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

### 3. Drug-Free Workplace (Grantees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, for grantees, as defined at 28 CFR Part 83, Sections 83 and 83.510 -

A. The applicant certifies that it will, or will continue to, provide a drug-free workplace by:

(i) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(ii) Establishing an on-going drug-free awareness program to inform employees about -

- (a) The dangers of drug abuse in the workplace;
- (b) The grantee's policy of maintaining a drug-free workplace;
- (c) Any available drug counseling, rehabilitation and employee assistance programs; and
- (d) The penalties that may be imposed upon employees for drug-abuse violations occurring in the workplace;
- (iii) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (i);
- (iv) Notifying the employee in the statement required by paragraph (i) that, as a condition of employment under the grant, the employee will -

(a) Abide by the terms of the statement; and

(b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(v) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (iv)(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: COPS Office, 1100 Vermont Ave., NW, Washington, D.C. 20530. Notice shall include the identification number(s) of each affected grant.

(vi) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (iv)(b), with respect to any employee who is so convicted -

(a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency;

(vii) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (i), (ii), (iii), (iv), (v) and (vi).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of performance (street address, city, county, state, zip code)

Check ☐ if there are workplaces on file that are not identified here.

#### 4. Coordination

The Public Safety Partnership and Community Policing Act of 1994 requires applicants to certify that there has been appropriate coordination with all agencies that may be affected by the applicant's grant proposal if approved. Affected agencies may include, among others, the Office of the United States Attorney, state or local prosecutors, or correctional agencies. The applicant certifies that there has been appropriate coordination with all affected agencies.

Grantee Agency Name and Address:

Los Angeles County Sheriff's Department  
4700 Ramona Boulevard

Monterey Park, CA 91754 Grantee IRS/ Vendor Number: 95-6000927

False statements or claims made in connection with COPS grants (including cooperative agreements) may result in fines, imprisonment, disbarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge.

Elections or other selections of new officials will not relieve the grantee entity of its obligations under this grant.

Typed Name and Title of Law Enforcement Executive (or Official with Programmatic Authority, as applicable):

Leroy D. Baca, Sheriff

Signature: *Leroy D. Baca*

Date: 8/4/04

Typed Name and Title of Government Executive (or Official with Financial Authority, as applicable):

Don Knabe, Chair, Board of Supervisors

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM

LLOYD W. PELEMAN, County Counsel

By *[Signature]*

Deputy

## **ATTACHMENT 2**



## Assurances

Several provisions of federal law and policy apply to all grant programs. We (the Office of Community Oriented Policing Services) need to secure your assurance that the applicant will comply with these provisions. If you would like further information about any of these assurances, please contact your state's COPS Grant Program Specialist at (800) 421-6770.

By the applicant's authorized representative's signature, the applicant assures that it will comply with all legal and administrative requirements that govern the applicant for acceptance and use of federal grant funds. In particular, the applicant assures us that:

1. It has been legally and officially authorized by the appropriate governing body (for example, mayor or city council) to apply for this grant and that the persons signing the application and these assurances on its behalf are authorized to do so and to act on its behalf with respect to any issues that may arise during processing of this application.
2. It will comply with the provisions of federal law which limit certain political activities of grantee employees whose principal employment is in connection with an activity financed in whole or in part with this grant. These restrictions are set forth in 5 U.S.C. § 1501, et seq.
3. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, if applicable.
4. It will establish safeguards, if it has not done so already, to prohibit employees from using their positions for a purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
5. It will give the Department of Justice or the Comptroller General access to and the right to examine records and documents related to the grant.
6. It will comply with all requirements imposed by the Department of Justice as a condition or administrative requirement of the grant, including but not limited to: the requirements of 28 CFR Part 66 and 28 CFR Part 70, or the Federal Acquisition Regulations, as applicable (governing cost principles); OMB Circular A-133 (governing audits) and other applicable OMB circulars; the applicable provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; 28 CFR Part 38.1; the current edition of the COPS Grant Monitoring Standards and Guidelines; and with all other applicable program requirements, laws, orders, regulations, or circulars.
7. If applicable, it will, to the extent practicable and consistent with applicable law, seek, recruit and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions in the agency.
8. It will not, on the ground of race, color, religion, national origin, gender, disability or age, unlawfully exclude any person from participation in, deny the benefits of or employment to any person, or subject any person to discrimination in connection with any programs or activities funded in whole or in part with federal funds. These civil rights requirements are found in the non-discrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. § 3789(d)); Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); Title II, Subtitle A of the Americans with Disabilities Act (ADA) (42 U.S.C. § 12101, et seq.); the Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.); and Department of Justice Non-Discrimination Regulations contained in Title 28, Parts 35 and 42 (subparts C, D, E and G) of the Code of Federal Regulations.
9. In the event that any court or administrative agency makes a finding of discrimination on grounds of race, color, religion, national origin, gender, disability or age against the applicant after a due process hearing, it agrees to forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs, 810 7th Street, NW, Washington, D.C. 20531.
10. Grantees that have 50 or more employees and grants over \$500,000 (or over \$1,000,000 in grants over an eighteen-month period), must submit an acceptable Equal Employment Opportunity Plan ("EEOPlan") or EEOP short form (if grantee is required to submit an EEOP under 28 CFR 42.302), that is approved by the Office of Justice Programs, Office for Civil Rights within 60 days of the award start date. For grants under \$500,000, but over \$25,000, or for grantees with fewer than 50 employees, the grantee must submit an EEOP Certification. (Grantees of less than \$25,000 are not subject to the EEOP requirement.)
11. Pursuant to Department of Justice guidelines (June 18, 2002 Federal Register (Volume 67, Number 117, pages 41455-41472)), under Title VI of the Civil Rights Act of 1964, it will ensure meaningful access to its programs and activities by persons with limited English proficiency.
12. It will ensure that any facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify us if advised by the EPA that a facility to be used in this grant is under consideration for such listing by the EPA.
13. If the applicant's state has established a review and comment procedure under Executive Order 12372 and has selected this program for review, it has made this application available for review by the state Single Point of Contact.
14. It will submit all surveys, interview protocols, and other information collections to the COPS Office for submission to the Office of Management and Budget for clearance under the



Paperwork Reduction Act of 1995 if required.

13. It will comply with the Human Subjects Research Risk Protections requirements of 28 CFR Part 46 if any part of the funded project contains non-exempt research or statistical activities which involve human subjects and also with 28 CFR Part 22, requiring the safeguarding of individually identifiable information collected from research participants.

14. Pursuant to Executive Order 13043, it will enforce on-the-job seat belt policies and programs for employees when operating agency-owned, rented or personally-owned vehicles.

15. It will not use COPS funds to supplant (replace) state, local, or Bureau of Indian Affairs funds that otherwise would be made available for the purposes of this grant, as applicable.

16. It will not use any federal funding directly or indirectly to influence in any manner a Member of Congress, a jurisdiction, or an official of any government, to favor, adopt, or oppose, by vote or otherwise, any legislation, law ratification, policy or appropriation whether before or after the introduction of any bill, measure, or resolution proposing such legislation, law, ratification, policy or appropriation as set forth in the Anti-Lobby Act, 18 U.S.C. 1913.

False statements or claims made in connection with COPS grants (including cooperative agreements) may result in fines, imprisonment, disbarment from participating in federal grants or contracts, and/or any other remedy

available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge.

Elections of other officials will not relieve the grantee entity of its obligations under this grant.

Vilee Baca  
Signature of Official with Programmatic Authority (or Law Enforcement Executive, as applicable)

8/4/04  
Date

\_\_\_\_\_  
Signature of Official with Financial Authority (or Government Executive, as applicable)

\_\_\_\_\_  
Date

**APPROVED AS TO FORM**  
**LLOYD W. PELEMAN, County Counsel**

By Gary Gross

Deputy

## **ATTACHMENT 3**

# Community Policing Development Application Packet

Please answer all of the following questions completely, and type all answers.

## I. Project Description

- Provide an executive summary and a detailed project description. If applicable, please include a discussion of any requirements detailed in a request for proposals and how this project will advance community policing/assist other agencies in advancing community policing. The project description should not exceed 15 double-spaced pages and must include the following information:
  1. An explanation of the specific public safety need that this project will address.
  2. An explanation of why your agency is unable to address this public safety need without Federal assistance.
  3. Identification of any plans for continuing the project through community support following the conclusion of Federal support, if awarded.
- If applicable, please describe how your agency will engage the community throughout the project.
- Provide a detailed implementation plan that outlines project goals and objectives. Please include a project timeline.

## II. Law Enforcement Executive/Program Official Information

*(Please complete the following information about the Law Enforcement Executive (for law enforcement agencies) or Program Official (for non-law enforcement agencies) with the authority to apply for this grant on behalf of the applicant agency. If the grant is awarded, this position would be responsible for the programmatic implementation of the award.)*

Applicant's Legal Name: Los Angeles County Sheriff's Department

Applicant's EIN Number (9-digit # assigned by the IRS): 95-6000927

Applicant Executive's Name: Leroy D. Baca

Title: Sheriff

Applicant's Address: 4700 Ramona Boulevard

City: Monterey Park

State: CA Zip Code: 91754

Telephone: 323-526-5000

Fax: 323-267-6600

Federal Congressional District(s) (Number): 24 -37; 41

The total amount of Federal funds requested under this proposal: \$ 600,000

Population of jurisdiction of primary applicant: 9,979,618

The Primary Applicant's Fiscal Year: From: 07 / 01 / 04 To: 06 / 30 / 05

The Primary Applicant's Federal Cognizant Agency: U.S. Department of Justice

*A Federal Cognizant Agency, generally, is the Federal agency from which your jurisdiction receives the most Federal funding. Your Federal Cognizant Agency also may have been previously designated by the Office of Management and Budget.*

Is the primary applicant delinquent on any Federal debts? Yes No ☒ X  
(IF YES, PLEASE EXPLAIN ON A SEPARATE SHEET.)

Anticipated Program Start Date: 06/01/04 End Date: 12/31/05

Application Contact Person/Project Manager: Lieutenant Chuck Stringham

Telephone: (562) 946-7822 Fax: (323) 415-3001

E-mail: CBString@lasd.org

### III. Government Executive/Financial Official Information

*(Please complete the following information about the Government Executive (for government agencies) or Financial Official (for non-government agencies) with the authority to apply for this grant on behalf of the applicant agency. If the grant is awarded, this position would be responsible for the financial aspects of the award.)*

**Government Executive OR  
Financial Official's Name:** Don Knabe

**Title:** Chair, Board of Supervisors

**Address:** 822 Hahn Hall of Administration, 500 West Temple Street

**City:** Los Angeles **State:** CA **Zip Code:** 90012

**Telephone:** 213-974-4444 **Fax:** 213-626-6941

### IV. Type of Agency:

State Police/Highway Patrol, Local, Tribal Government Agency YES

Institution of Higher Education

Non-profit Organization

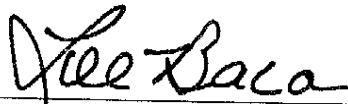
Profit Organization

Other (Please specify) \_\_\_\_\_

*False statements or claims made in connection with COPS grants may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any other remedy available by law.*

*I certify that the information provided on this form is true and accurate to the best of my knowledge.*

**V. Signature(s):**



Signature of the Law Enforcement Executive or Program Official with the authority to apply for this grant on behalf of the applicant agency

Date:

Signature of the Government Executive or Financial Official with the authority to apply for this grant on behalf of the applicant agency

Date:

**VI. Budget (your agency must address the following two items):**

*Items requested must be in addition to items already funded in your agency's budget. In other words, COPS funds cannot be used to pay for any item for which your agency has already budgeted.*

1. Submit an itemized budget that lists the items your agency will request. A Budget Detail Worksheet is attached, in addition to general budget guidelines.
  - Indirect Costs are allowed only if the applicant has a Federally approved indirect cost rate. A copy of the rate approval (fully executed, negotiated agreement) must be attached.
  - If fringe benefits are being requested, please provide a detailed breakdown of the items that are included in the applicant's fringe benefit percentage rate.
2. Submit a budget narrative. Provide a brief, but detailed, description of the items requested and how these items relate to the project goals and objectives.

**VII. Addenda**

- Assurances (please sign and return)
- Certifications (please sign and return)
- Disclosure of Lobbying Activities (please sign and return if applicable)

*Please be advised that a hold may be placed on this application if it is deemed that the applicant agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.*

APPROVED AS TO FORM  
LLOYD W. BELLMAN, County Counsel

By

